

REQUEST FOR PROPOSALS

Consultant to conduct a Study on Corruption in the Health Sector in Maldives

Open date:	2 nd June 2021
Questions deadline:	9 th June 2021
Closing deadline:	17 th June 2021
Point of contact:	Hassan Rushdhan / procurement@transparency.mv

1. Organizational Background

Transparency Maldives (TM) is a non-partisan organization that endeavors to be a constructive force in society by promoting collaboration and discussion on corruption, transparency and accountability. TM seeks to engage with stakeholders from all sectors (government, business, political and civil society, among others) to raise awareness of corruption's detrimental effects on development and society, improve transparency and accountability in governance, and eliminate corruption from the daily lives of people.

Transparency Maldives received formal government registration in 2007, and is the National Chapter of Transparency International in the Maldives.

2. Eligibility: Organizations/ Firms / Individuals

3. Period of Performance: Service Providers are expected to start the assignment in **July 2021** for a period of 6 (six) months. However, service Providers may propose an alternative duration along with their proposal if deemed necessary.

4. Scope of Work and Guidelines:

4.1 Background

Compared to most South Asian countries, the Maldives achieved health-related Millennium Development Goals (MDGs) and mortality-based Sustainable Development Goals (SDGs) ahead of time. According to the World Bank, these achievements have come at high cost. The government's health expenditure accounts for over 7 percent of GDP and 20 percent of the budget, which is higher compared to other middle-income countries and small-island states. This report highlighted that procurement and purchasing reform for pharmaceuticals, among other interventions, are required to strengthen the overall health system of the Maldives. While there are widespread allegations of corruption in healthcare procurement, especially during the Covid-19 pandemic, there is a significant lack of evidence-based research done on corruption in Maldives healthcare procurement.

4.2 Objectives, Scope and Description of Activities

The purpose of the study is 1) to enable a better understanding of the institutional structure of the healthcare system, 2) to identify the most prevalent corruption risks in procurement of pharmaceuticals, medical equipment and devices in the health sector, 3) to assess the existing internal controls and mechanisms in place to prevent corruption risks and to assess the effectiveness of the measures in practice, and 4) provide recommendations on how to mitigate the identified corruption risks.

The Service Provider is expected to propose a methodology to undertake the study including desk review and data collection and analysis. It is expected that a consultative process including focus group discussions and key informant interviews with key state institutions and oversight bodies, health professionals and other relevant healthcare and anti-corruption stakeholders will be held as part of the data collection.

The Service Provider is also expected to submit an inception report setting out the conceptual framework; key research questions and methodology; information on data sources and collection, sampling and key indicators; work plan indicating the proposed timeline, key deliverables and milestones; and templates that will be used for data collection.

Upon completion of the first draft report, the Service Provider will hold a validation workshop with relevant healthcare and anti-corruption stakeholders to establish content validity. Along with the final report, the Service Provider will also submit field/interview notes, transcripts, and audio recordings to TM.

4.3 Deliverables and Timeline

Deliverable	Timeline (tentative)
Desk Review and Inception report	32 days
Data Collection and Data Analysis	70 days
First draft of the report	50 days
Stakeholder Validation	15 days
Final report following validation meeting with stakeholders	15 days

5. Form and Content of the Response

Service Provider must email the following documents in pdf format to procurement@transparency.mv before the stipulated deadline in this RFP in order for their proposal to be considered.

5.1 Technical Proposal

The technical proposal should include the following information:

Statement of Experience: This section should outline a statement of the Service Provider’s capabilities and include details of previous related assignments of similar size and complexity. Please provide a list of projects and reference contacts.

Statement of Qualifications: This section should describe the Service Provider’s professional qualifications. Please include CV/resume providing evidence of how the Service Provider meets the knowledge and skills needs of the assignment.

Proposed Methodology: This section should demonstrate the Service Provider’s methodological approach for meeting the specifications set out in Section 4 of this RFP.

5.2 Financial Proposal

Please see Annex 1 of this RFP

6. Conflict of Interest Statement

All Service Provider must sign the conflict-of-interest statement given in Annex 2 of this RFP and submit it along with their application. Applications without the conflict-of-interest statement will be considered incomplete and TM reserves the right to reject such applications.

7. Evaluation of applications

The applications will be evaluated based on their merit and experience in undertaking this assignment. The following criteria will be used to award scores for applications:

TM will evaluate proposals based on the following criteria:	Points	%
Selection Criteria		
1. Technical Proposal		80%
1.1 Proposed methodology and approach	20	
<ul style="list-style-type: none"> • Is the scope of task well defined and does it correspond to the RFP? • Is there an adequate methodology in place for collecting data? • Is the presentation clear and is the sequence of activities and the planning logical, realistic, and promise efficient implementation to the project? • Are there quality assurance procedures and mechanism in place to ensure quality of research? • Is the Service Providers proposed timeline suitable for the study? 	20 20 20 20 20	20%

2 Service Provider’s Experience <ul style="list-style-type: none"> • Experience in public health administration, health policy, procurement, anti-corruption, or a relevant field. • Experience in planning and conducting qualitative and quantitative research • Experience in drafting studies, reports, and policy briefs to a wide range of audience. Experience conducting research projects of similar size and complexity. • Service Providers are requested to provide a list of projects, your specific role, and reference contacts. 	20 20 20 20	40%
1.3 Service Provider’s Qualification <ul style="list-style-type: none"> • Diverse team with qualification, skills, and experience in the areas of public health, international development or a relevant field of education. • Relevant short-term trainings or professional qualifications. • Research experience <p>Service providers are requested to submit educational certificates (with transcripts) to support their merit and list relevant short-term training undertaken.</p>	20 10 10	20%
2. Financial Proposal	10	20%

8. Additional Terms and Conditions

a) Coverage & Participation

Transparency Maldives (TM) reserves the right not to enter into any contract, to add and/or delete elements, or to change any element of the coverage and participation prior to the award without prior notification at any time without any liability or obligation of any kind or amount.

b) Service Providers’ Understanding of the RFP

In responding to this RFP, service providers accept full responsibility to understand the RFP in its entirety, and in detail, including making any inquiries to TM as necessary to gain such an understanding. TM reserves the right to disqualify any Service Provider who demonstrates less than such understanding. Further, TM reserves the right to determine, at its sole discretion, whether Service Providers have demonstrated such understanding. Such disqualification shall be at not fault, cost, or liability whatsoever to TM.

c) Good Faith Statement

All information provided by TM in the RFP is offered in good faith. Individual items are subject to change at any time. TM makes no certification that any item is without error. TM is not responsible or liable for any use of the information or for any claims asserted there from.

d) Communication

Verbal communication shall not be effective unless formally confirmed in writing by a TM staff in charge of managing this RFP process. In no case shall verbal communication govern over written communication. Formal Communications shall include, but are not limited to:

- Questions and inquiries concerning this RFP must be submitted in writing to procurement@transparency.mv
- Service providers shall recommend to TM any discrepancies, errors or omissions that may exist within this RFP. With respect to this RFP, service providers shall recommend to TM any enhancements, which might be in TM's best interests.

e) Non-Disclosure Agreement

TM reserves the right to require any respondent to enter into a non-disclosure agreement.

f) Costs

The RFP does not obligate TM to pay for any costs, of any kind whatsoever, which may be incurred by a Service Provider or any third parties, in connection with the proposal.

g) Intellectual Property

Service Providers shall not use any intellectual property of TM including, but not limited to, all logos, registered trademarks or trade names of TM, at any time without the prior approval of TM, as appropriate.

h) Service Provider's Proposals

All proposals and supporting documentation shall become the property of TM, subject to claims of confidentiality in respect of the proposal and supporting documentation.

i) Partial Awarding

TM reserves the right to accept all or part of the quotation when awarding the contract.

j) No Liability

TM reserves the right to accept or reject any quotation or stop the procurement process at any time, without assigning any reason or liability.

TM shall not be liable to any service provider, person or entity for any losses, expenses, costs, claims or damages of any kind; or

Arising out of, by reason of, or attributable to, the Service Provider responding to this RFP;

As a result of the use of information, error or omission contained in this RFP document or provided during the RFP process.

9. Entire RFP

This RFP, any addenda to it, and any attached schedules, constitute the entire RFP.

ANNEX 1: COST PROPOSAL

Service Providers are required to fill out the following cost breakdown. Unit prices are required in the case of discrepancies between unit price and total price, the unit price will be taken as a reference basis in the evaluation.

Pricing must be in Maldivian Rufiyaa.

Bid Title:

Date:

A: Cost Breakdown per Deliverable

Deliverables (as per RFP)	Price (Lump Sum, All Inclusive)
Desk review and inception report	
Data collection and data analysis	
First draft of the report	
Stakeholder validation	
Final report following validation meeting with stakeholders	
Total	

**This shall be the basis of the payment tranches.*

B: Cost Breakdown by Component

No.	Activities	Quantity	Rate	No. of Days	Total Amount
A	Key Human Resources				
1	Eg: Budget analyst				
Subtotal A					
B	Administrative Costs				
1	Interviews				
Subtotal B					
C	Total A+B				
D	GST (6%) if applicable				
E	Grand Total (C+D)				

N. B. Administrative and other associated costs, if any, should be built into the above headings proportionately.

Name:

Designation:

Signature:

Annex 2: Conflict of Interest statement

Transparency Maldives (TM) is committed to integrity in procurement, and only selects suppliers based on objective business criteria such as price and technical capacity. TM does not tolerate fraud, collusion among bidders, falsified proposals/bids, bribery, or kickbacks. Any entity or individual violating these standards will be disqualified from this procurement and barred from future procurement opportunities.

TM employees and agents are strictly prohibited from asking for or accepting any money, fee, commission, credit, gift, gratuity, object of value or compensation from current or potential vendors or suppliers in exchange for or as a reward for business.

By signing this certification, the bidder agrees to:

- Disclose as part of the proposal submission any close, familial, or financial relationships with TM staff and members. For example, the bidder must disclose if a bidder's mother conducts volunteer trainings for TM.
- Disclose as part of the proposal submission any family or financial relationship with other bidders submitting proposals. For example, if the bidder's father owns a company that is submitting another proposal, the bidder must state this.
- Certify that the prices in the bid/proposal/application/quote have been arrived at independently, without any consultation, communication, or agreement with any other bidder or competitor for the purpose of restricting competition.
- Certify that all information in the proposal and all supporting documentation are authentic and accurate.
- Certify understanding and agreement to TM's prohibitions against fraud and bribery.

Please contact procurement@transparency.mv for any questions or concerns regarding the above information or to report any potential violations.

Signature:

Date:

Name:

Title/ Position:

Entity name (for firms/organizations only):

Address:

End of RFP